



FOREIGN AFFAIRS MANUAL

3 FAH-1 – Personnel Operations Handbook

Transmittal Letter: POH-37

Date: October 10, 1997

SUBCHAPTER 3 FAH-1 H-1110 DEVELOPMENT OF NEW AND REVISED PERSONNEL ISSUANCES

MAJOR CHANGES

1. This is a new subchapter which provides guidelines and procedures for preparing new and revised material for publication in volume 3 of the FAM and FAH. The attached exhibit (3 FAH-1 H-1115.3-1) also lists offices or bureau with primary responsibility for chapters or subchapters in 3 FAM and 3 FAH.

2. This subchapter applies only to the Department of State.

3. This subchapter is effective on October 10, 1997.

4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

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2. For those who maintain a hard copy of this volume, after inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, fill in the entry line for TL:POH-37, and initial.

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(PER/ER)